

Special Events - Notification Form

Special events occurring in the City of Miami Beach require the notice residents and/or business, beachfront concessionaires and/or up land owners affected by the event. The survey is used by the Office of Film & Event Production Management to evaluate business/neighborhood support for the proposed special event. Please note that depending on the nature and scope of the event, additional notifications may be required as determined by the Office of Film & Event Production Management.

To whom it may concern,

The following event, _____, produced by _____,
(event name) (company name)

is being proposed to take place on such date(s): _____

from: _____ a.m./ p.m. to: _____ a.m./ p.m.

Description of Event: _____

Specific Request (street closure, meter bagging, event behind/affecting property, etc.): _____

We are applying for all necessary permits and maintain all legally required liability insurance. Additionally, all personnel required to ensure public safety will be on location. We will abide by all City special event-permitting rules and any specific guidelines applicable to your neighborhood. We will make every effort not to disturb you and will treat your neighborhood with the respect it deserves. Thank you, in advance, for your hospitality and cooperation.

We will make every effort not to disrupt you and treat your neighborhood with respect it deserves. Thank you, in advance for you're your hospitality and cooperation while we are filming in your area.

If you have any questions or concerns regarding the event, please contact us at the number below.

Production Company's contact name and number: _____

On site contact (Mobile): _____



MIAMIBEACH

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